

ADVANCE PAY REQUEST

PURPOSE		
<p>The purpose of advance pay incident to PCS is to provide Marines with funds to meet the extraordinary expenses of a Government ordered relocation. It is intended to assist with out of pocket expenses that exceed or precede reimbursements incurred during a PCS move, which are not typical of day to day military living.</p> <p>An advance of pay shall not be authorized for the specific out of pocket expenses covered by advances of other pays and entitlements, if such advances are used. The service member may be authorized an advance of pay to cover the extent of anticipated or incurred expenses which exceed those covered by other advances. Other types of available advances include:</p> <p>Overseas Station Allowances Dislocation Allowances Service member and or dependent travel allowances/per diem Basic Housing Allowances</p>		
MEMBER'S REQUEST		
<p>I request:</p> <p>_____ One month advance pay (work sheet must be completed if member is E-3 or below).</p> <p>_____ Two months advance pay (work sheet must be completed).</p> <p>_____ Three months advance pay (work sheet must be completed).</p> <p>I request a repayment schedule of:</p> <p>_____ One to twelve months.</p> <p>_____ Thirteen to twenty-four months (work sheet must be completed).</p>		
MEMBER CERTIFICATION		
<p>I have read and understand the Marine Corps' policy on advance pay incident to PCS. I understand that the purpose of advance pay is to provide funds necessary to meet extraordinary expenses incident to permanent change of station orders. It is not intended to provide funds for such items as investments, vacations, or purchases of consumer goods that are not a direct result of expenses associated with my move to a new duty station. I hereby certify that the intended use of these funds is in accordance with the stated purpose.</p>		
Signature:		Date:
Name: (Last, First, MI)		SSN: Rank:
Battalion:	Company:	Work Phone: